

**MINUTES OF MEETING
HILLTOP POINT
COMMUNITY DEVELOPMENT DISTRICT**

The Audit Committee and regular meeting of the Board of Supervisors of Hilltop Point Community Development District was held on Wednesday, December 18, 2024, and called to order at 11:13 am at SpringHill Suites by Marriott Tampa Suncoast Parkway, located at 16615 Crosspointe Run, Land O'Lakes, Florida 34638.

Present and constituting a quorum were:

Tatiana Pagan	Chairperson
Aaron Spinks	Vice Chairperson
Lee Thompson	Assistant Secretary
John Blakley	Assistant Secretary
Jared Rossi	Assistant Secretary

Also present were:

Bryan Radcliff	District Manager
Erin McCormick	District Counsel
Tyson Waag	District Engineer (<i>via phone</i>)
Gary Schwartz	Field Services
Chris Wallen	Steadfast
Paul Young	Steadfast
Yovani Cordero	Steadfast

The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Radcliff called the meeting to order, and a quorum was established.

SECOND ORDER OF BUSINESS

Recess to Audit Committee Meeting

Mr. Radcliff requested the Board recess to Audit Committee Meeting.

THIRD ORDER OF BUSINESS

Audit Committee Meeting

A. Open the Audit Committee Meeting

On MOTION by Mr. Blakley seconded by Mr. Thompson, with all in favor, Audit Committee Meeting, was opened. 5-0

On MOTION by Mr. Thompson seconded by Ms. Pagan, with all in favor, Bryan Radcliff will serve as Chairperson of the Audit Committee, as agreed. 5-0

B. Evaluate and Rank the Audit Proposals

i. *Grau*

The Audit Committee ranked *Grau & Associates* as the #1 firm for auditing services for the District.

C. Finalize the Ranking and Consideration of the Audit Committee Recommendation

On MOTION by Mr. Spinks seconded by Ms. Pagan, with all in favor, *Grau & Associates* was approved as the firm for auditing services for the District, as agreed. 5-0

D. Close the Audit Committee Meeting

On MOTION by Mr. Blakley seconded by Ms. Pagan, with all in favor, Audit Committee, was closed. 5-0

FOURTH ORDER OF BUSINESS

Return and Proceed with Regular Meeting

Mr. Radcliff requested the Board return and proceed with regular meeting.

FIFTH ORDER OF BUSINESS

Public Comments on Agenda Items

There being none, the next order of business followed.

SIXTH ORDER OF BUSINESS

Business Items

A. Consideration of Audit Committee Recommendations and Evaluation

The Board reviewed the Audit Committee's rankings auditing services for the District.

B. Acceptance of Audit Committee Engagement Letter

On MOTION by Mr. Thompson seconded by Mr. Rossi, with all in favor, Audit Committee's recommendation of *Grau & Associates* accepting the audit engagement letter for services for Fiscal Year 2024 with optional renewals in 2025 and 2026, was approved. 5-0

C. Discussion of Towing & Parking Policy

On MOTION by Mr. Thompson seconded by Mr. Rossi, with all in favor, towing agreement with additional parking policies for the District, was approved. 5-0

C. Discussion of Pond Erosion

Mr. Waag presented his report on the pond erosion occurring at Pond 2. Discussion ensued between the Board and Mr. Waag. The Board also requested further follow up at a Special Meeting to be held on 01/10/2025.

SEVENTH ORDER OF BUSINESS

Consent Agenda

- A. Consideration of Meeting Minutes; November 20, 2024, Regular Meeting**
- B. Consideration of Meeting Minutes; November 27, 2024, Landowner’s Election**
- C. Consideration of Operation and Maintenance Expenditures November 2024**
- D. Acceptance of the Financials and Approval of the Check Register for November 2024**

On MOTION by Ms. Pagan seconded by Mr. Spinks, with all in favor, the Consent Agenda was approved. 5-0

EIGHT ORDER OF BUSINESS

Staff Reports

- A. District Counsel**
- B. District Engineer**
- C. District Manager**

There being no reports, the next item followed.

On MOTION by Ms. Pagan seconded by Mr. Spinks, with all in favor, request for Special Meeting to be held on January 10, 2025 at 10:00 am at the Springhill Suites located at 16615 Crosspointe Run in Land O-Lakes, Florida, was approved. 5-0

i. Field Inspection Report

The Field Inspection Report was presented, a copy of which was included in the agenda package.

Note: It was reported to the Board that two residents are not allowing landscape maintenance access to an approved easement. The Board requested Mr. Radcliff and Ms. McCormick draft a letter to the residents demanding access.

NINTH ORDER OF BUSINESS

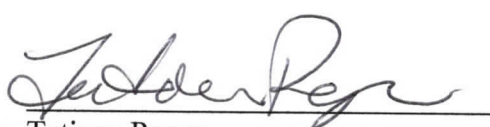
Adjournment

There being no further business,

On MOTION by Mr. Thompson seconded by Ms. Pagan, with all in favor, the meeting was adjourned at 11:39 am. 5-0



 Bryan Radcliff
 District Manager



 Tatiana Pagan
 Chairperson